

Annual Report 2009

Haliburton County Public Library



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General Information

www.haliburtonlibrary.ca

Cardiff Branch	2778 Monck Road, Cardiff ON 613-339-2712
Dorset Branch	1051 Main Street, Dorset ON 705-766-9969
Dysart Branch	78 Maple Ave, Haliburton ON 705-457-1791
Gooderham Branch	1032 Gooderham Street, Gooderham, ON 705-447-3163
Highland Grove Branch	5373 Loop Road, Highland Grove ON 705-448-2652
Minden Hills Branch	176 Bobcaygeon Road, Minden ON 705-286-2491
Stanhope Branch	1095 North Shore Road, Stanhope ON 705-489-2402
Wilberforce Branch	2307 Loop Road, Wilberforce ON 705-448-2510
Haliburton County Public Library Administration	78 Maple Ave, Haliburton ON 705-457-2241

2009 Report to the Community

This report is presented to Haliburton County Council, the local municipal councils of Algonquin Highlands, Dysart et al, Highlands East, and Minden Hills and to the residents of Haliburton County. The Annual Report is an opportunity for the library to celebrate its successes and to communicate the progress made over the past year.

I cannot live without books- Thomas Jefferson

Haliburton County Public Library experienced a hectic and exciting year in 2009. Two new libraries were opened, technology system wide was upgraded, delivery was improved, new partnerships were forged, old relationships evolved, and new faces were seen.

Libraries are the great equalizer in a democratic society. People of all life situations use the library for a variety of different reasons. We, like Thomas Jefferson, cannot live without books but the library has become so much more than books. People find their way to us for things like meeting space, working space, computers, and non-book formats such as DVDs. While the books are what anchor us, we are working towards being the hub of the community and a place that meets more than just reading needs.

On September 8th the new Minden Hills Branch opened for business and on November 17th the newly built Dysart Branch opened its doors. Both libraries saw an immediate jump in patronage. A Hall's Lake resident and retired library consultant was integral in the design of both libraries. Our library catalogue was upgraded to improve circulation for all eight branches of the library. Library users can now reserve books, renew items, write book reviews, download audio books, and search databases from any computer at any time of day. We implemented a regular delivery service between all branches in conjunction with automating the book exchange. Now branches get new materials weekly, instead of five times a year. With the addition of DVDs to the collection a partnership developed with "Those Other Movies." After a public showing, the movies are donated to the library. This has met with great success; people know that if they miss a showing the library will have the movie in DVD form for them to borrow. Collaboration continues to develop with the Minden Hills Cultural Centre. The Friends of the Haliburton County Public Library had a very active year with two book sales, a lunch and learn, their AGM, and their fourth annual book gala. The Friends have committed to financially supporting programming in the upcoming year. We were able to hire two part-time couriers to make our regular deliveries of new and reserved library materials, as well as two summer students who helped us pack and move from both old to new libraries.

It was a busy year but the staff showed great enthusiasm for learning new technology and contributing ideas for giving better service in more efficient ways. Eleven staff members came to the Dysart library to pack up books for the move contributing to an overall feel of a solid team whose goal it was to make the system work. I am gratified to have such an excellent staff and supportive community. We will strive to continue to give the best service possible to the people of Haliburton County.

Respectfully submitted,

Bessie Sullivan, Chief Executive Officer

Financial

Haliburton County Public Library added 17 hours of service to both Minden and Dysart when the new buildings opened resulting in higher salary costs than previous years. The total spent on salaries in 2009 was \$398,035.58. In 2009 materials purchased totalled \$68,718.63, bringing the collection to over 40,000 items.

Technology

Technology has changed how things are done at the Haliburton County Public Library and has helped evolve what services we offer.

Library technology can be divided into three broad categories:

1. Equipment offered for public use

With both Dysart and Minden Hills having more space in their new branches, available Community Access Program (CAP) computers doubled. Through a Ministry of Culture grant both branches also purchased two early literacy stations.

2. Virtual Library Services

Through two grants, the Haliburton County Public Library was given access to almost 100 databases including Ancestry.com, a genealogy database, and Overdrive, a database that allows users to download audio books from any computer. A selection of other databases include: maps, newspapers, travel information, health information, car repair manuals, job hunting databases and many more also became available to the public. In July of 2009 we launched a new website from which there is a direct link to our catalogue and databases. From our catalogue the public is now able to reserve materials, renew items, and write reviews online.

3. Behind the scenes equipment and software

Based on how much time cataloguing library materials takes we made the decision to purchase our materials pre-catalogued. This has proved valuable in two ways; we are able to get new materials out to the library branches almost instantly and we have freed up valuable staff time to develop our community relationships. Our library catalogue has evolved in 2009. Some of these changes are not visible to the public, such as how we are able to rotate materials through the branches and that we are gradually introducing receipt printers to each branch. With the introduction of our exchange module and fines for library materials not returned on time, receipts became essential. It also meant that we could eliminate the expense of book pockets because the receipt contains date due information for all borrowed items on one slip.



Media

The local media has become instrumental in allowing us to promote the collections and services of the library. We have a regular column in *The Highlands Weekender* and regular promotion spots on Canoe FM. Moose FM, *The County Voice*, *The Haliburton County Echo*, and *The Minden Times* have all continued to cover and promote special programs and activities of the library.

Programming

The Haliburton County Public Library started to expand its programming in 2009. Stanhope, Gooderham, and Dorset Branches continue to host regular book club meetings in their respective branches. The Wilberforce Branch ran a gardening clinic in May and the Gooderham Branch hosted a writer's day in the summer. The library system participated in two adult reading programs, the Chesley Challenge and the Evergreen Award Program. We continued to support the TD summer Reading program for children and introduced a March Break program.

Outreach

In April of 2009 a day was spent at J. Douglas Hodgson Elementary School introducing every class to the online capabilities available at the library. Most emphasis was placed on managing a library account including searching, placing holds and renewing materials. Haliburton Highlands Secondary School approached us to host a co-op placement. We agreed to a student coming in half a day four days a week to shelve books. Regular class visits from all schools in Haliburton County is one of our outreach goals for 2010.

Interlibrary Loan

Sherrill Sherwood whose responsibilities include processing all Haliburton County Public Library's Interlibrary Loans spent some time at Ottawa Public Library's Interlibrary Loan department in May. We are now lending out and borrowing more material from all over Ontario and Canada than ever before. For the first time through a shipping tool we are also being reimbursed by the Southern Ontario Library Services (SOLS) for our shipping costs, making our increased activity cost effective. Sherrill has also revamped our lending profile to make it easier to lend and receive items.

Training

Ongoing training is the key to a staff that continues to develop and keep up with the technology and legislation as it changes. All staff received First Aid and CPR training, Accessibility Customer Service Training, and training on the new aspects of our online catalogue. Four people participated in a conference call for the Evergreen Reading Program and six did a webinar at the Minden Hills Branch on how to navigate the Ancestry database. Many staff continue to regularly work their way through the basic and advanced SOLS courses.



Professional Development

Networking with our peers leads to more efficient problem solving and more innovative programs and services. Sue Robinson, Haliburton County Public Library's only trained Library Technician attended the OALT (Ontario Association of Library Technicians) Conference in May which is held annually. Bessie attended the ARUPLO (Administrators of Urban/Rural Public Libraries in Ontario) training in September held in Barrie. Wendy Schlotter, Stanhope Branch Supervisor and part-time office assistant, Sue Robinson, and Bessie attended Libraries 20/20 in Toronto in September. This was a one day workshop geared towards looking at future trends in public libraries. This workshop was attended free of charge through the Ministry of Culture grant. Sherrill Sherwood and Bessie attended the RA (Readers' Advisory) in a Day workshop in Toronto. This was a one day hands on workshop designed to present a number of Readers' Advisory tools that can be taken away and implemented in one's home library. Readers' Advisory is the aspect of library work that deals with marketing the book collection. Along with her Interlibrary Loan responsibilities, Sherrill also does marketing and promotions for the library including marketing its collections.

Branch Upgrades

The four municipalities that make up Haliburton County are responsible for buildings and furnishings of each library branch. Both Minden Hills and Dysart et al built new libraries in 2009 and furnished them through fundraising campaigns. Highlands East purchased new office chairs for both the Cardiff Branch and the Wilberforce Branch. Algonquin Highlands purchased new children's shelving for the Dorset Branch.

Staff

Together as a staff we worked hard to become a team despite the geographical challenges of eight locations. Staff started filling shifts at more than one branch of the Haliburton County Public Library. This leads to more efficient and consistent service, as well as the need for good communication and team work. In 2009 we also started cross training at the Administrative Office so that there is continuity in tasks when people are away and we can help each other meet deadlines.

Circulation

The overall circulation of items at the library went from 67,890 to 79,774 representing a 15% increase. Our total number of card holders went from 4867 to 5960 representing an 18% increase. We added 3585 items to our catalogue in 2009 bringing our library holdings up to nearly 40,000.

